



**New Jersey Department of Environmental Protection**  
**Site Remediation Program**

**REMEDIAL PRIORITY SCORING (RPS) INFORMATION REQUEST FORM**  
**INSTRUCTIONS**

**General Instructions**

1. **Applicability.** This form shall be used to request additional information regarding the initial RPS scoring for your site. This form must be submitted via the NJDEP-online RPS Service and only will be accepted between May 1, 2012 and July 13, 2012.
2. **Updates.** Due to the limited life expectancy of this form, no updates are expected.
3. Completed forms should be sent to the NJDEP via NJDEP-Online (<http://www.njdeponline.com/>) through the NJDEP Online Business Portal.

Directions on how to submit the form via NJDEP Online are located at  
[http://www.nj.gov/dep/srp/srra/rps/docs/rps\\_feedbackloop\\_service\\_instr.pdf](http://www.nj.gov/dep/srp/srra/rps/docs/rps_feedbackloop_service_instr.pdf)

**Section A. Site Information**

- **Site Name:** provide the name of the site (i.e., ABC Corporation);
- **Program Interest (PI) Number:** The PI Number is assigned by the NJDEP. Use the PI Number provided in the Subject Lines of the RPS letter.
- **Case Tracking Number:** Use the Case Tracking Number provided in the Subject Lines of the RPS letter.
- **Activity:** Use the Activity provided in the Subject Lines of the RPS letter.

**Section B. Information Request**

- Answer "Yes" if you want detailed information regarding the scoring of your site. Guidance on how to evaluate the information is provided at [http://www.nj.gov/dep/srp/srra/rps/feedback\\_loop.htm](http://www.nj.gov/dep/srp/srra/rps/feedback_loop.htm).

**Section C. Location Correction**

- Answer "No" if the location provided by the SRP Profile on NJ GeoWeb, which is located at <http://www.nj.gov/dep/gis/geoweb splash.htm>, is incorrect or missing.
- If "No", please enter the correct location using New Jersey State Plane Coordinates (North American Datum of 1983 "NAD83") in US feet units. Also, provide the Method used to identify the coordinate (GPS, Surveyed, NJ GeoWeb, other Digital Image).

Note: Easting is the eastward-measured distance (x-coordinate) and Northing is the northward-measured distance (y-coordinate)

**Section D. Electronic Data Deliverables**

- Answer "Yes" if you have emailed Electronic Data Deliverables that were not included in the RPS evaluation to [SRPEDD@dep.state.nj.us](mailto:SRPEDD@dep.state.nj.us).
- Only sampling results that were included in an already submitted Report will be accepted.

Note:

- An email shall include only one sampling event per email and dtst.txt file, hzsampl.txt file and hzresult.txt files shall be included as attachments.
- On the subject line, include the Program Interest Number and the SRP Case ID separated by a comma (i.e. 000000, 00-00-00-0000-00.)
- In the body of the Email, include the Case Name, Directory, Submit Date and the description of the submittal, as stated in the dtst.txt file.

*Example Email*

To: SRPEDD@dep.state.nj.us

Subject: 000000, 00-00-0000-00

Message: Case Name: XYZ Company  
Directory: 201203GW  
Submit Date: 04/01/2012  
Description: March 2012 GW Sampling

Attachments: dtst.txt  
Hzsample.txt  
Hsresult.txt